

**SUMMARY OF THE
FIELD ACTIVITIES COMMITTEE MEETING
JANUARY 30, 2001**

The Field Activities Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference on Tuesday, January 30, 2000, at 1:00 p.m. Eastern Standard Time (EST). The meeting was led by the committee chair, Mr. Daniel Bivins of the U.S. Environmental Protection Agency (EPA). A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to discuss today's agenda items and consider action items from the last meeting.*

INTRODUCTIONS

Mr. Bivins welcomed the committee members and introduced Mr. Russell Berry of RMB Consulting and Research. Mr. Berry has been nominated as a new member of the Field Activities Committee. Mr. Bivins then reviewed the action items and agenda for today's meeting and began the discussion.

AGENDA ITEMS

Action Items from Last Meeting

General Sampling Standard and definitions. The latest draft of Chapter 1 was sent out to committee members this morning. It now incorporates footnotes into the text. No more comments have been received regarding cross-referencing to other chapters. The chapter is assumed to be complete. Wording for a new definition of "sampling," for inclusion in the Chapter 1 glossary has been prepared. Mr. Bivins will send this draft definition to committee members for review and then send it on for inclusion in the glossary. A teleconference with Ms. Jeanne Hankins, Mr. Jerry Parr, and various accrediting authorities needs to be setup to discuss how the General Sampling Standard might be implemented and used. Mr. Bivins was unable to set up a joint meeting with the Accreditation Process Committee since its chairperson is to be replaced.

Mobile Laboratory Subcommittee Report

Mr. Peter Law, chair of the Mobile Laboratory Subcommittee, reported receipt of helpful information from Louisiana. The committee is still working on definitions and language. One topic is to classify matrices into sampling groups so an individual analysis could fall under a larger category for fields of testing. For example, sulfur dioxide, oxides of nitrogen, and other gases would fall under the category of air testing. Mr. Law and Mr. Jim Davies will discuss these topics further in preparation for a meeting with the Accreditation Process Committee.

Status of ASETT Activities

The Air Source Emissions Task Team (ASETT) held a teleconference this month. The ASETT website has a streaming audio available. ASETT has formed a subcommittee to look at reporting requirements with the aim of avoiding duplication and to arrive at a streamlined version of ISO 17025 requirements that would lessen paperwork for small stack testing firms. Mr. Bivins will keep in touch with ASETT and its parent committee, the Environmental Laboratory Advisory Board, ELAB, to assess their progress. Mr. Bivins expects the draft standard to be workable, effective, and assessable by states, and yet not burdensome to stack sampling firms.

Discussion of General Sampling Standard With Accreditation Authorities

Dr. Bart Simmons reviewed the results of the meeting held with the Accreditation Authorities on December 11, 2000. He emphasized that, by the time of the Seventh NELAC Annual Meeting (NELAC 7), our committee needs to be prepared to discuss how states might use the General Sampling Standard. The states of Oregon, Florida, and California are expected to use the standard; Mr. Davies will check on Louisiana's interest. Mr. Bivins asked Dr. Simmons to prepare an agenda and set up a meeting with interested state accrediting authorities, Ms. Hankins, Mr. Parr, and others to discuss the General Sampling Standard and how it might be used to meet states' needs. A General Sampling Standard checklist and a sampling assessment guidance document will be developed after receipt of input from participants in this meeting.

Discussions with Program Policy and Structure Committee

Four members of the committee participated in a recent call with the Program Policy and Structure Committee. That committee has arrived at five matrices: drinking water, non-potable water, solids/chemical wastes, biological, and air/emissions. The structure arrived consists of: technology, matrix, method, and analyte. To show how the General Sampling Standard and field measurements could be incorporated into this scheme, Dr. Simmons will draft an information sheet for the Policy and Structure Committee. He will distribute this to the Field Activities committee for quick comments and then send to Dr. Jackson of the Program Policy and Structure Committee for consideration.

Expansion of Scope of General Sampling Standard

Feedback thus far on the draft General Sampling Standard from accrediting authorities and commercial laboratories is that the scope of the sampling standard should include not only laboratories that sample, but also non-laboratory sampling organizations. The standard is unlikely to pass a NELAC vote unless the present scope is expanded. The NELAC Constitution and By-Laws already include organizations other than laboratories. Wording of the present sampling standard should omit specific references to "laboratory" and replace them by "field sampling organization" or a similar phrase. Dr. Simmons will redraft it and send it to the committee for quick comment, and then send it on to Dr. Jackson.

NEXT MEETING

The meeting adjourned at 2:10 pm. The time for the next teleconference (in February) will be announced following the meeting with state accrediting authorities and other interested parties.

**ACTION ITEMS
FIELD ACTIVITIES COMMITTEE MEETING
JANUARY 30, 2001**

Item No.	Action	Date to be Completed
1.	Draft for consideration by Program Policy and Structure Committee (Simmons)	February 5
2.	Track Environmental Laboratory Advisory Board actions and timetables of ASETT subcommittee (Bivins)	continuing
3.	Check on State of LA interest in sampling standard (Davies)	before teleconference with States
4.	Arrange meeting with Policy and Structure Committee (Bivins, Simmons)	prior to next teleconference
5.	Have teleconference with accrediting authorities of CA, OR, FL, LA, Parr, Hankins, and others regarding general sampling standard implementation, use(Simmons)	prior to February meeting
6.	Compose checklist and sampling assessment guide	parking lot
7.	Distribute FL and LA emission testing checklists (Tintle/Davies/Bivins)	February 2

**PARTICIPANTS
FIELD ACTIVITIES COMMITTEE MEETING
JANUARY 30, 2001**

Name	Affiliation	Address
Bivins, Daniel (Chair)	U.S. EPA/OAR	T: (919) 541-5244 F: (919) 541-1039 E: bivins.dan@epa.gov
Berry, Russell (committee nominee)	RMB Consulting and Research	T: (919) 510-5102 F: E:
Darley, Robert (absent)	US Navy - NAVSEA Programs FO	T: (843) 764-7337 F: (843) 764-7360 E: darleyre@navsea.navy.mil
Davies, Jim	LA DEQ/Environmental Technology Division	T: (225) 765-0276 F: (225) 765-0617 E: james_c@deq.state.la.us
Dege, John	DuPont/Chemical Manufacturers Association	T: (302) 773-0900 F: (302) 774-1361 E: john.a.dege@usa.dupont.com
Dunn, Rick (absent)	Hach Company	T: (970) 669-3050 F: (703) 669-2932 E: rdunn@hach.com
Keith, Larry (absent)	Waste Policy Institute (WPI)	T: (678) 344-0001 F: (678) 344-2345 E: larry_keith@wpi.org
Law, Peter	Severn Trent Laboratories	T: (413) 572-4000 ext. 101 F: (413) 572-3707 E: plaw@stl-inc.com
Simmons, Barton	CA EPA, DTSC, Haz. Mat. Lab.	T: (510) 540-3112 F: (510) 540-2305 E: bsimmons@dtsc.ca.gov
Tintle, Andrew	FL Dept. of Environmental Protection	T: (850) 921-9733 F: (850) 922-4614 E: andrew.tintle@dep.state.fl.us
Eaton, Cary (Contractor Support)	Research Triangle Institute	T: (919) 541-6720 F: (919) 541-7215 E: wce@rti.org